

File No. 220825

Committee Item No. 7

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date July 27, 2022

Board of Supervisors Meeting Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

- Allocation Acceptance Form
- Board Resolution No. 527-21 11/19/2021
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Completed by: Brent Jalipa Date July 21, 2022

Completed by: Brent Jalipa Date _____

1 [Apply for and Accept Funds Allocation - California Department of Housing and Community
2 Development - Child Welfare Agency Allocation - Transitional Housing Program - Up to
3 \$573,950]

3

4 **Resolution reauthorizing the Human Services Agency to apply for and accept a County**
5 **Child Welfare Agency Allocation for an amount up to \$573,950 from the California**
6 **Department of Housing and Community Development under the Transitional Housing**
7 **Program to help young adults secure and maintain housing.**

8

9 WHEREAS, The State of California, Department of Housing and Community
10 Development issued an Allocation Acceptance form, dated October 1, 2021, under the
11 Transitional Housing Program for \$8,000,000 authorized by item 2240-102-0001 of Section
12 2.00 of the Budget Act of 2021 (Chapter 69 of the Statutes of 2021 and Chapter 11.7
13 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code; and

14 WHEREAS, The Allocation Acceptance form relates to the availability of Transitional
15 Housing Program funds for the purpose of housing stability to help young adults 18 to 25
16 years old secure and maintain housing, with priority given to young adults formerly in the
17 foster care or probation systems; and

18 WHEREAS, City and County of San Francisco was included in the Allocation
19 Acceptance form dated October 1, 2021, as a county child welfare agency eligible to apply for
20 funding; and

21 WHEREAS, The Board of Supervisors previously approved acceptance of this
22 allocation by passing Resolution No. 527-21, but Department of Housing and Community
23 Development requires a new resolution which corrects inaccuracies in Resolution No. 527-21
24 regarding the date of the Allocation Acceptance form and the eligible age range for these
25 services; and

1 WHEREAS, Allocations shall be distributed to county child welfare services agencies
2 based on each county's percentage of the total statewide number of young adults aged 18 to
3 25 years in foster care; now, therefore, be it

4 RESOLVED, That the Human Services Agency is hereby authorized to apply for and
5 accept the Transitional Housing Program Allocation award, as detailed in the Allocation
6 Acceptance form, up to the amount authorized by the Allocation Acceptance form and
7 applicable state law; and, be it

8 FURTHER RESOLVED, That if funds remain available for allocation after the deadline
9 for submitting a signed Allocation Acceptance form, and if the Department of Housing and
10 Community Development advises the Human Services Agency that San Francisco is eligible
11 for an additional allocation from these remaining funds, the Human Services Agency is hereby
12 authorized and directed to accept this additional allocation of funds up to the amount
13 authorized by the Department of Housing and Community Development; and, be it

14 FURTHER RESOLVED, That the Human Services Agency's Deputy Director for Family
15 and Children's Services is hereby authorized to act on behalf of the City and County of San
16 Francisco in connection with the Transitional Housing Program Allocation award, and to enter
17 into, execute, and deliver any and all documents required or deemed necessary or
18 appropriate to be awarded the Transitional Housing Program Allocation award, and all
19 amendments thereto; and, be it

20 FURTHER RESOLVED, That the Human Services Agency shall be subject to the
21 terms and conditions that are specified in the Transitional Housing Program Allocation Award
22 Documents and the Human Services Agency will use the Transitional Housing Program award
23 funds in accordance with the Allocation Acceptance form, other applicable rules and laws, and
24 the Transitional Housing Program requirements.

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APPROVED:

 /s/

Trent Rhorer
Executive Director, Human Services Agency

File Number: 220825
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Transitional Housing Program for Young Adults Formerly (or in) Foster Care**

2. Department: San Francisco Human Services Agency

3. Contact Person: Susie Smith Telephone: (415) 307-3291

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: TBD by the State Department of Housing and Community Development, based on San Francisco's percentage of the total statewide number of young adults aged 18 to 25 years in foster care.

6a. Matching Funds Required: N/A

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: State of California Department of Housing and Community Development

b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: this grant will to help young adults 18 to 25 years secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: TBD

End-Date: TBD

10a. Amount budgeted for contractual services:

b. Will contractual services be put out to bid? TBD

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?

d. Is this likely to be a one-time or ongoing request for contracting out? TBD

11a. Does the budget include indirect costs? TBD

b1. If yes, how much?

b2. How was the amount calculated?

c1. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

The State Department of Housing and Community Development requires submission of a Board resolution to apply for and accept funding for this program; however, we do not yet know San Francisco's funding amount or other details that will be determined once we know our allocation amount.

Proposal ID:

Version ID:

Project ID:

****Disability Access Checklist** (Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Robert Walsh

(Name)

Director of Facilities

(Title)

Date Reviewed: 10/12/2021

DocuSigned by:

Robert Walsh

B902BD3000F40C...

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

/s/

Trent Rhorer

Executive Director, Human Services Agency

Date Reviewed: October 5, 2021 _____

DocuSigned by:
Trent Rhorer
0753A8870BB74EE...

(Signature Required)

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF STATE FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 670, 95833
P. O. Box 952054
Sacramento, CA 94252-2054
(916) 263-2771
www.hcd.ca.gov



June 21, 2022

Trent Rhorer, Executive Director
City and County of San Francisco
P.O. Box 7988
San Francisco, CA 94120

Dear Trent Rhorer:

**RE: Award Announcement – Transitional Housing Program, Round 3
Notice of Funding Availability Fiscal Year 2021/2022
City and County of San Francisco
Contract No. 21-THP-17305**

The California Department of Housing and Community Development (Department) is pleased to announce that the City and County of San Francisco has been awarded a Transitional Housing Program (THP), Round 3, award in the amount of \$459,000. This letter constitutes notice of the designation of THP funds for the City and County of San Francisco.

The City and County of San Francisco will be able to draw down funds when the Standard Agreement is fully executed, and any general and special conditions have been cleared in writing.

The Department intends to issue a Standard Agreement within 90 days of receipt of the documentation required to execute this contract. A THP representative will be in communication with you within a week to discuss and confirm any documents needed.

Congratulations on your successful application. For further information, please contact Jason Blair, THP Program Manager, Program Design and Implementation Branch, (916) 776-7671 or Jason.Blair@hcd.ca.gov.

Sincerely,

Jennifer Seeger
Deputy Director
Division of State Financial Assistance

Transitional Housing Program (THP)

Round 2 Allocation Acceptance Form



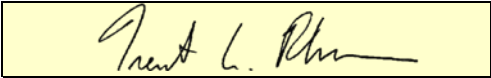
**Gavin Newsom, Governor
State of California**

**Lourdes M. Castro Ramírez, Secretary
Business, Consumer Services and Housing Agency**

**Gustavo F. Velasquez, Director
California Department of Housing and Community Development**

**2020 West El Camino Avenue, Suite 150
Sacramento, CA 95833
Phone: (916) 263-2771
Email: THP@hcd.ca.gov**

July 2020

Transitional Housing Program (THP) Allocation Acceptance Round 3										Rev. 10/01/2021						
County Allocation (select Applicant County in row 7 below):																
Pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2021 (Chapter 69 of the Statutes of 2021) and Chapter 11.7 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code (HSC), the Department of Housing and Community Development (HCD) shall allocate \$8 million in funding to counties for the purpose of housing stability to help young adults 18 to 24 years secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems.																
Allocation Applicant																
Allocation Applicant is a County											Yes					
Pursuant to Section 50807(b) of the HSC, HCD consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to develop a formula allocation schedule for the purpose of distributing these funds to counties. The allocation is based on each county's percentage of the total statewide number of young adults aged 18 to 24 years in foster care. The allocation excludes Alpine and Sierra county because their calculation did not demonstrate a need for young adults aged 18 to 24.																
Applicant County		San Francisco County														
Legal name of Applicant as stated on resolution:			City and County of San Francisco													
Address				Human Services Agency, PO Box 7988			City		San Francisco		State	CA	Zip	94120		
Auth Rep Name		Joan Miller			Title		Deputy Director, Family & C			Auth Rep Email		joan.h.miller@sfgov.org		Phone	(415) 558-2660	
Contact Name		Joan Miller			Title		Deputy Director, Family & Children's Services			Email		joan.h.miller@sfgov.org		Phone	(415) 558-2660	
Address				PO Box 7988			City		San Francisco		State	CA	Zip	94120		
Federal Tax ID Number (FEIN)				94-6000417												
Administrative Fiscal Representative																
Legal Name			Heather Davis			Contact Name			Heather Davis			Contact Email			heather.davis@sfgov.org	
Phone		(415) 557-5542	Address		City and County of San Francisco Human Services Agency PO Box 7988			City		City and County of San Francisco		State	CA	Zip	94120	
File Name:		App Resolution		Reference sample resolution document						Attached to email?		Yes				
File Name:		App TIN		Reference Taxpayer Identification Number (TIN) document						Attached to email?		Yes				
Use of Funds																
Funds shall be used to help young adults who are 18 to 24 years of age secure and maintain housing. Use of funds may include, but are not limited to:																
<ol style="list-style-type: none"> 1) Identify and assist housing services for this population in your community; 2) Assist this population to secure and maintain housing (with priority given to those in the state's foster care or probation system); 3) Improve coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care; and 4) Provide engagement in outreach and targeting to serve those with the most severe needs. 																
Expenditure of Funds																
Any grant funds remaining unexpended as of June 30, 2024, must be returned to the State. Checks shall be payable to the Department of Housing and Community Development and mailed to 2020 West El Camino Ave. Room 300, no later than July 31, 2024 and must reference the Contract Number.																
Allocation Acceptance Requirements																
In order to accept and receive an allocation, applicants must submit the following: Signed Allocation Acceptance form, Signed Resolution, and TIN Form. HCD will only accept applications electronically via email no later than 5:00 p.m. on:																
Friday, November 12, 2021																
HCD will only accept applications electronically at the following email address:																
THP@hcd.ca.gov																
Reporting Requirements																
Applicant acknowledges and agrees to submit an annual report to the Department for the two years following distribution of TAY Program funds addressing the following:																
<ol style="list-style-type: none"> A. The number of program participants served with program funds B. Details on use of program funds C. Details on housing navigators and other subcontractors D. Number of program participants served who were in the state's foster care system E. Number of program participants served who were in the state's probation system F. Number of program participants who exited homelessness into temporary housing. G. The number of program participants who exited homelessness into permanent housing. 																
Certification																
On behalf of the entity identified in the signature block below, I certify that:																
The information, statements and attachments included in this Allocation Acceptance form are, to the best of my knowledge and belief, true and correct. I possess the legal authority to submit this Allocation Acceptance form on behalf of the entity identified above. In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.																
Trent Rhorer			Executive Director						11/12/21							
Printed Name			Title of Signatory			Signature			Date							
Name:		Trent Rhorer			Phone Number:				(415)557-6540							
Address:				PO Box 7988			City:		San Francisco		State:	CA	Zip:	94120		

1 [Apply for and Accept Funds Allocation - California Department of Housing and Community
2 Development - Child Welfare Agency Allocation - Transitional Housing Program - Up to
3 \$573,950]

4 **Resolution authorizing the Human Services Agency to apply for and accept a County**
5 **Child Welfare Agency Allocation for an amount up to \$573,950 from the California**
6 **Department of Housing and Community Development under the Transitional Housing**
7 **Program to help young adults secure and maintain housing.**

8
9 WHEREAS, The State of California, Department of Housing and Community
10 Development issued an Allocation Acceptance form, dated October 1, 2021, under the
11 Transitional Housing Program for \$8,000,000 authorized by item 2240-102-0001 of Section
12 2.00 of the Budget Act of 2021 (Chapter 69 of the Statutes of 2021 (SB 129) and Chapter 11.7
13 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code; and

14 WHEREAS, The Allocation Acceptance form relates to the availability of Transitional
15 Housing Program funds for the purpose of housing stability to help young adults 18 to 25
16 years old secure and maintain housing, with priority given to young adults formerly in the
17 foster care or probation systems; and

18 WHEREAS, City and County of San Francisco was included in the Allocation
19 Acceptance form dated October 5, 2021, as a county child welfare agency eligible to apply for
20 funding; and

21 WHEREAS, Allocations shall be distributed to county child welfare services agencies
22 based on each county's percentage of the total statewide number of young adults aged 18 to
23 25 years in foster care; now, therefore, be it

24 RESOLVED, That the Human Services Agency is hereby authorized to apply for and
25 accept the Transitional Housing Program Allocation award, as detailed in the Allocation

1 Acceptance form, up to the amount authorized by the Allocation Acceptance form and
2 applicable state law; and, be it

3 FURTHER RESOLVED, That if funds remain available for allocation after the deadline
4 for submitting a signed Allocation Acceptance form, and if the Department of Housing and
5 Community Development advises the Human Services Agency that San Francisco is eligible
6 for an additional allocation from these remaining funds, the Human Services Agency is hereby
7 authorized and directed to accept this additional allocation of funds up to the amount
8 authorized by the Department of Housing and Community Development; and, be it

9 FURTHER RESOLVED, That the Executive Director of the Human Services Agency is
10 hereby authorized to act on behalf of the City and County of San Francisco in connection with
11 the Transitional Housing Program Allocation award, and to enter into, execute, and deliver
12 any and all documents required or deemed necessary or appropriate to be awarded the
13 Transitional Housing Program Allocation award, and all amendments thereto; and, be it

14 FURTHER RESOLVED, That the Human Services Agency shall be subject to the
15 terms and conditions that are specified in the Transitional Housing Program Allocation Award
16 Documents and the Human Services Agency will use the Transitional Housing Program award
17 funds in accordance with the Allocation Acceptance form, other applicable rules and laws, and
18 the Transitional Housing Program requirements.

19
20
21 APPROVED:

22 _____
23 /s/

24 Trent Rhorer

25 Executive Director, Human Services Agency



City and County of San Francisco

Tails
Resolution

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 211051

Date Passed: November 16, 2021

Resolution authorizing the Human Services Agency to apply for and accept a County Child Welfare Agency Allocation for an amount up to \$573,950 from the California Department of Housing and Community Development under the Transitional Housing Program to help young adults secure and maintain housing.

November 10, 2021 Budget and Finance Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE

November 10, 2021 Budget and Finance Committee - RECOMMENDED AS AMENDED

November 16, 2021 Board of Supervisors - ADOPTED

Ayes: 10 - Chan, Haney, Mandelman, Mar, Melgar, Peskin, Preston, Safai, Stefani and Walton

Excused: 1 - Ronen

File No. 211051

I hereby certify that the foregoing Resolution was ADOPTED on 11/16/2021 by the Board of Supervisors of the City and County of San Francisco.

f Angela Calvillo
Clerk of the Board

London N. Breed
Mayor

11/19/21

Date Approved

From: [Conine-Nakano, Susanna \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Paulino, Tom \(MYR\)](#); [Smith, Susie \(HSA\)](#); [Finetti, Roderick \(HSA\)](#)
Subject: Mayor -- Resolution -- Transitional Housing Program
Date: Tuesday, July 12, 2022 4:30:47 PM
Attachments: [Mayor -- Resolution -- Transitional Housing Program.zip](#)

Hello Clerks,

Attached for introduction to the Board of Supervisors is a Resolution reauthorizing the Human Services Agency to accept and expend a County Child Welfare Agency Allocation for an amount up to \$573,950 from the California Department of Housing and Community Development under the Transitional Housing Program to help young adults secure and maintain housing.

Please let me know if you have any questions.

Best,
Susanna

Susanna Conine-Nakano
Office of Mayor London N. Breed
City & County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 200
San Francisco, CA 94102
415-554-6147